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# COMMONWEALTH of VIRGINIA

RODNEY L. PHILLIPS  
ADMINISTRATOR

**State Milk Commission**  
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June 123, 1997

Mary S. Clark  
The State Library of Virginia  
800 East Broad Street  
Richmond, Virginia 23219-1905

Dear Ms. Clark:

In response to your request for agency data base information to be utilized in the Indexing of Databases in compliance with § 2.1-342 of the Code of Virginia the following information is offered on the State Milk Commission:

- The State Milk Commission has several structured collections of data residing in its computers that would the definition of a database.
- Many of the agency's databases support the core business of the Commission.
- All of the currently existing databases were created prior to July 1, 1997, and there are no plans to develop any in the near future, therefore, there are no systems in which a decision has been made to proceed to the design phase.
- The agency has elected at the present time not to index our data bases due to lack of agency resources.

There was no requirement identified in the Guidelines for the indexing of databases to advise the State Library of this information. However, the agency wanted to advise the State Library of the Commission's status with respect to its databases. The Commission will reconsider its option to index its databases with each annual review. Please advise me should you have any questions in regard to this matter (786-2013).

Sincerely,

Edward C. Wilson, Jr.  
Deputy Administrator

pc: Rodney L. Phillips  
Administrator

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